

The Bay Area Academy presents:
Case Review Training
A four-day intensive overview to support the Case Review
Certification Process in California

Pre-requisite: The intended audience for this training is selected Case review staff across California. Registrants must meet the pre-requisite or already be a certified reviewer to attend. This training requires that registrants complete the online training certification prior to attending this 4-day Case Review training. Visit this [hyperlink](#) to learn how to become online temporarily certified.

Online Temporary Reviewer Certification

1. Select [How to Become Online Temporary Certified](#) for directions on the certification process.
2. Select Step 1: Log into the CFSR portal or create an account here to fill out the form to request a Child and Family Services Reviews (CFSR) Information Portal log-in.
 - a. A CFSR Portal log-in is required to take the 80 question online temporary certification test after module 3.
 - b. A log-in request can take up to 2 weeks to process. Prospective attendees should request their portal log-in from JBS as soon as possible.
3. Participants can complete the modules 1-3 prior to receiving their log in. Once granted a log-in, they can complete the 80-question quiz.
 - a. Please ensure that you complete the 80-question quiz after module 3 and before moving onto module 4.
 - b. Please note completing module 1-3 and passing the 80-question quiz is required for online certification test additional completion of module 4 with the 25-question quiz is optional.
 - c. Once the participant signs in with their log-in and completes module 3, an icon to take the 80-question quiz will populate on their screen.
4. A week after passing the 80-question certification test JBS will email the participant their temporary certificate.
 - a. Participants must send their temporary certificate to [CDSS](#) prior to the last day of registration.
 - b. To check the status of your CFSR portal log-in and or certificate please email CFSR portal vendor, [JBS](#) or call 1-888-667-0855.

Goals of Training:

- 1) The participant will understand the fundamentals, purpose and roles of the Case Review process.
- 2) The participant will be able to review case files (electronic and paper) and use the information to accurately complete the Case Review tool.
- 3) The participant will understand the purpose and responsibility of conducting Case Review interviews.
- 4) The participant will be able to enter Case Review data into Online Monitoring System.
- 5) The participant will have an introductory understanding of how to take the information gained from the Case Review and report their findings in a way that child welfare leaders can understand and respond to.

Dates:

February 5-8, 2019

Time:

8:00am – 5:00pm

Location:

BAA Training Room
2600 Tenth Street,
Berkeley CA 94710

Registration Deadline:

January 15, 2018

Please register online at:

[Case Review Registration form](#)

For questions re: training contact

baa.registrar@gmail.com

Required Coaching Sessions

Trainees are required to participate in three coaching sessions to complete the certification process. Please do not register for this training unless you are able to attend all three sessions. If an emergency arises and a trainee is unable to attend, please contact CDSS [here](#). The calls will be from 10:30am-12:30pm on:

1. Friday, Feb. 22, 2019
2. Friday, Mar. 8, 2019
3. Friday, Mar. 22, 2019